

EXHIBIT A
CITY OF BRUNSWICK, MARYLAND
SPECIFICATIONS FOR PLACEMENT OF UTILITIES
WITHIN CITY STREET OR ALLEY RIGHT-OF-WAY
Adopted December 9, 2003

Intent:

It is the intent of these specifications to describe the uniform manner in which public utilities will be located, placed and maintained within City of Brunswick Street and Alley Right-of-Way.

Stake Out:

It will be the responsibility of the utility company requesting permission, to stake out the proposed work in the field, so that it can be readily seen what effect this proposed work will have on the existing City Street or Alley, road way drainage and the adjacent property owners. Stakes will be no further apart than 50'.

Right-of-way:

The City of Brunswick makes no warranty herein as to availability of right-of-way for utility purposes. The utility company must secure all easements and submit to the City of Brunswick Planning and Zoning office a letter, signed by a responsible person on their staff, stating that they have notified all property owners abutting their work area along our right-of- way. The Permittee shall make a reasonable effort to contact all abutting property owners and inform them of the scope of the work and the timing of construction prior to commencing any work on the site. If it becomes necessary to work outside of the right-of-way or easement, the Permittee must obtain written permission from the property owner and submit a copy to the City of Brunswick Planning and Zoning Office.

Guarantee:

The City of Brunswick reserves the right to require improper work to be immediately removed and replaced; with emphasis on earth compacted in trenches. If proper repairs are not made within a reasonable time, the City of Brunswick reserves the right to stop all work, make all necessary repairs and to restore property to a condition satisfactory to the City and charge all cost incidentals thereto to the agency that required that the original cut be made. A Letter of Credit or Escrow Account to benefit the City and issued by an acceptable lending institution located in the State of Maryland equal to the total construction excavation and reclamation cost plus 15% will be required to be approved by the Mayor and Council prior to the commencement of work and the issuance of a Utility Permit.

Specs. For Placement Of Utilities

Page 2 of 7

Plowing:

The “plowing in” of any underground utility will only be permitted where it appears that this plowing operation will not have a detrimental effect upon the City Street or Alley. That determination is to be made by the City Engineer.

Request for Permission:

Permission to plow or to open trenches in any City maintained right-of-ways, shall be requested at least 15 working days in advance of starting work. Permission may be granted after procedures have been developed to maintain all traffic with full regard to hours of working, rush hours, use of steel plates for trench cover and safety precautions. Starting of work within the City's Right-of-Way, or any occupancy thereof, including ingress and egress, by the Permittee and/or their agents, constitutes full acceptance of all the terms of the Permit. Failure to comply with any of the terms of this Permit constitutes a violation of the entire Permit and could result in the termination thereof and denials of access until such time as the terms are complied with.

Permission for Emergency Work:

Emergency type work, which is for the restoration of interrupted service, may begin immediately with verbal approval of the City Engineer and City DPW.

Location of Water and Sewer Lines and Major Duct Line Facilities:

Water lines and sewer lines and major duct line facilities may be located within the paved section of City Streets and Alleys with the following provisions:

Trench and manhole areas will be compacted as specified in these specifications.

The owner of the utility lines will be responsible for trench settlement and patching for a period of two (2) years beginning at the date of acceptance. Manholes and valve boxes will be kept 1/4 inch below the finished pavement. At the end of the two (2) year period, the street or alley will be milled 1/2" and at least a 1" thickness of SF asphalt shall be placed over the entire roadway to restore it to the cross sectional configuration that currently exist along this section of road.

Manholes will be raised to conform to the newly established grade. If the City anticipates a profile change in the street or alley, the utilities will be installed in accordance with the anticipated profile change, at no cost to the City.

Location of Water and Sewer Lines (Existing Roads):

All new work running parallel with existing roadway shall be placed in shoulder or ditch area. All laterals will be pushed or bored. No open cuts will be allowed. It will be the responsibility of the Permittee to acquire all easements and right of ways needed.

Specs. For Placement Of Utilities
Page 3 of 7

Utility Relocations:

By locating utility facilities within City right of way the utility owner or his assignees, agrees to relocate these facilities at no cost to the City, should the City request such relocation. The City could request relocation because of but not limited to roadway improvements, drainage improvements, installation of City owned water and or sewer lines, etc.

New Subdivision Streets:

Those utilities, which are to be installed in new subdivision streets, shall be installed in the following manner:

If the base bituminous concrete roadway has been placed, no open cutting will be allowed. It will be the responsibility of the utility company to either bore or push utilities in these locations. This applies to all streets where it is anticipated that these streets will eventually be taken into the City System for maintenance. Any trenching shall be accomplished before the shoulder work and seeding and mulching are accomplished.

Existing Roadways:

All utility crossings under existing City Streets or Alleys shall be bored or pushed across. No open cutting will be permitted. The utility owner or his assignee must make at minimum of (3) three attempts to bore and at least (2) two of them must have a City DPW Representative present. Where utilities have been placed under the paved section of City Streets or Alleys and because of maintenance purposes it is necessary to disturb a section of City Streets or Alleys, the following provisions will be followed:

The disturbed area will be patched and crack sealed, then maintained by the utility owner for a period of two (2) years. At the end of the two (2) year period an additional overlay of at least 1" thickness shall be placed over the entire roadway to restore it to the cross sectional configuration that currently exist along this section of road.

Longevity of Patch and Trench Responsibility:

The agency making the trench, cut or patch shall be responsible for the trench, patch or cut for a period of two (2) years dated from the day the work had final inspection, and partial acceptance. It will be the responsibility of the agency making the trench, patch or cut, to notify in writing the City Engineer and City DPW when the date the work was permanently completed. This responsibility will include any necessary resurfacing of patched area, re-patching and the re-shaping and filling of any trenched areas, which are a direct result of the utility installation. It shall be the responsibility of the Permittee to notify the City Engineer and City DPW upon completion of the work, so that a final inspection may be made, and for the two-year warranty to start.

Specs. For Placement Of Utilities

Page 4 of 7

Other Utilities:

The Utility Company is responsible for:

1. Insuring that their proposed installation and construction activities will not interfere with the maintenance or functioning of existing utility facilities already located within the right-of-way.
2. Any damage to existing utility facilities already within the right-of-way.

Improperly Installed Facilities:

The owner of improperly installed facilities located within City right-of-way shall be liable for any resulting damage to the City maintained roadway and appurtenances. Additionally, the owner of the facilities shall also be liable for any damage to City Equipment or injuries to City Staff resulting from improperly installed facilities. If the City becomes aware that the utilities facilities were not installed at the agreed to location or depth, the City will notify the utility and the utility shall propose corrective action within two (2) weeks of notification. The utility shall bear all financial responsibility with any such relocation. Additionally, failure by the utility to respond within the two (2) week period and or to proceed with corrective action within a reasonable period of time (6 weeks) shall result in the county suspending review of all current and future permit submittals by the utility in question, and suspension of all approved permits held by the utility. This shall remain in effect until the utility complies with the requirements of this section of the permit.

Drainage:

Existing drainage along City Right-of-Way is not to be disturbed, or rerouted. The Permittee will assume the responsibility for damages to adjoining property, which may be the result of any changes to the present drainage conditions, and agrees to hold the City of Brunswick harmless from any action resulting from the changes. All disturbed areas within the City Right-of-Way (shoulders, ditch lines and slopes) will be seeded and mulched or armored to prevent erosion and to stabilize the disturbed areas.

Shoulders and Ditches:

All disturbed shoulders, side slopes and side ditches shall be restored to original grade and section or better. Portland Cement Concrete or asphalt paving shall be placed in badly disturbed side ditches, where restoration in kind cannot be satisfactorily made as a result of grade or water flow conditions.

Equipment Required:

All equipment employed by the utility company shall be capable of performing the required work and shall be equipped to prevent extraneous surface damage coincident with construction.

Specs. For Placement Of Utilities

Page 5 of 7

Pavement Cutting Methods:

Macadam pavements, bituminous pavements and Portland Cement Concrete pavements, shall be cut to neat lines with a saw 18" wider than the trench width on both sides. (See "Pavement Replacement Detail" Sketch 'B'.) Pavement excavation shall be limited to half the roadway width at anyone time. Only dirt roads can be cut using the backhoe method.

Overlay:

The area to be milled and overlaid (as per SHA specifications, Section 508) with an additional 1" of bituminous concrete shall be described as follows:

1. WIDTH - entire width of riding surface.
2. LENGTH - the length of the overlay shall extend from a point 15' back of the place where the existing pavement was first disturbed and cover the entire construction area to a point of 15' beyond the last place existing pavement was disturbed. This is to be measured parallel to the centerline of the existing road with the end points being at 90E to the centerline. The beginning and ending points of the overlay are to be "milled" into the existing pavement so not to create a hump or bump in the road surface. (*See Sketch C*)

Cutting and Permanently Repairing Macadam Roadways:

(See Sketch A.) On macadam roadways (Tar & Chip) the patch shall receive a single surface treatment using #4 stone, 20 pounds per square yard and an asphalt emulsion RS-3K at the rate of 0.28 gallons per square yard. Permanent repairing upon removal of temporary patch, the subgrade and/or new fill shall be checked and tamped, if required, to assure compaction density. Backfill in trenches shall be acceptable material removed therefrom (or better) and shall be mechanically tamped in 6-inch maximum spread layers to a density of 95%. Compaction as per T-180 method shall be 100% for trenching dug previous to new paving. Puddling will not be permitted. Barricades, signs and lights shall be maintained at the patch until the surface course has been completed.

Cutting and repairing Bituminous Roadways:

(See Sketch A.) On Bituminous roadways, patch shall be cut back 18 inches on either side of trench (6' min). Backfill in trenches shall be acceptable material removed therefrom (or better) and be mechanically tamped in 6-inch maximum spread layers to a density of 95% using the T -180 method. 6-inches of BF Asphalt shall be placed in two 3" lifts, then rolled or tamped. Two inches of SF asphalt shall be placed so finish of patch conforms to adjacent pavement. Patch will be cracked sealed, within two weeks after completion.

Cutting and Permanently Repairing Portland Cement Concrete Roadways:

(See Sketch B.) Permanent repairing upon removal of temporary patch, the subgrade and/or new fill shall be checked and tamped, if required, to assure compaction density. Backfill in trenches shall be acceptable material removed therefrom (or better) and shall be mechanically tamped in 6-inch maximum spread layers to a density of 95%. Compaction shall be 100% for trenches dug previous to new paving. Puddling will not be permitted. Cuts in Portland Cement Concrete paving shall be thoroughly cleaned and edges wetted before placing concrete. The subgrade will be properly sprinkled immediately in advance of placing concrete. Portland Cement Concrete shall be carefully worked to completely fill the opening, including all irregularities in the trimming of the existing pavement. The surface finish of the patch shall conform to the adjacent pavement. The curing of the Portland Cement Concrete shall be by either approved membrane material or by paper properly secured. Barricades, Signs and lights shall be maintained at the patch until surface course has been completed. Portland Cement Concrete shall have 6x12 - 2/2 wire mesh placed 2" from concrete surface and extending within 3" of all sides. There shall be a minimum of 10' distance between edge of patch and nearest joint, except that this requirement shall not apply where an existing joint in the existing pavement is within the prescribed 10' minimum distance, in which instance the replacement shall be to the existing joint. Minimum width and length patch shall be 10'.

Temporary Patching:

Temporary patches shall be made immediately on the completion of the backfill and shall consist of suitable materials (bituminous patches, stone or crusher run) as appropriate in a thickness consistent with requirements for maintenance of the patch pending final paving. The utility shall maintain all temporary patching, and shall make all repairs needed within 48 hours after being contacted by the City Engineer or City DPW.

Inspection:

Inspection of cuts, backfill and surface repairs will be made by the City Engineer or City DPW at the expense of the Utility Company. Compaction test will be performed by a qualified engineer with Recognized methods. 48-hrs Notice is required to schedule Inspection. The Utility Company will pay for all compaction tests. The Utility Company will also be charged for continual re-inspection of the same problem (nuisance inspections).

Safety Requirements:

The utility shall take every necessary precaution to prevent damage to property and injury to the public who may be in the area. The utility shall be governed by all requirements covering protection of the public, and comply with all local and state laws and regulations. Barricades, signs and lights shall be used, as required certificate of insurance shall be provided to the City before any work can begin.

Specs. For Placement Of Utilities
Page 7 of 7

Safety Requirements Cont.

The Utility Company shall hold the City of Brunswick harmless from all liability for damages arising from or due to their work. Flagmen will be required where one-way traffic is necessary because of utility work. A standard Maintenance of Traffic Plan and a proposed Detour Plan will be submitted to the City Engineer and City DPW, if a street or alley closure is needed, signs and flashing light barricades shall be used. All signs and barricades shall be fully reflectorized for night visibility. All warning signs shall conform to the latest "Uniform Traffic Control Devices for Streets and Highways." All mud and debris tracked and/or spilled on the City Streets or Alleys shall be removed promptly to eliminate potential hazards.

General Requirements:

The Contractor shall plan and schedule his work to cause a minimum interference with other work being done in the area. Equipment and excavated materials shall be placed not to obstruct traffic or drainage. All sidewalk curb and gutter and driveways disturbed or damaged shall be replaced in complete sections on a compacted base. All joints and material shall be replaced for full joint effectiveness. Access shall be maintained to all driveways during non-work periods. No materials or equipment shall be stored in the City Right-of-Way during non-work periods. All excavation shall be backfilled or plated prior to the end of any work period. Two-way traffic shall be maintained at all times. At least one-half of the roadway (pavement and shoulder) shall be available for traffic at all times. No equipment with cleated wheels or tracks is permitted on roadway or shoulder pavement, and any damage done to the City of Brunswick's Property will be the responsibility of the Permittee. It is the responsibility of the Permittee to make his agent, or contractor, familiar with the terms of these specifications.

Definitions:

Permit - Written permission to work in City Right-of-Way

Permittee - Person to whom the permit was issued.